

SECRET

DPD-1627-59

10 March 1959

MEMORANDUM FOR: Personnel, Administrative Branch, DPD-DD/P

SUBJECT :

25X1A

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1. It is understood that [redacted] duties should be as follows:

a. To handle the TALENT log including the packaging and receipting of such materials either in the RI or in 429, depending upon the security question which we will iron out.

b. To relieve the girls in 429 in case of the illness of one of them or at lunch time when it is impossible for either one of the girls in 429 to be present.

c. To carry out specific duties assigned for RI.

2. It is further understood that the office of Special Requirements will as necessary and feasible call upon [redacted] services although this office will undertake to be as considerate as possible of both her geographic location and her other duties so as to cause the least inconvenience.

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[redacted]
JAMES Q. REBER
Chief, Special Requirements Staff
DPD-DD/P

CONCUR:

151
JAMES A. CUNNINGHAM
Chief, Administrative Branch
DPD-DD/P

SRS DPD-DD/P:JQReber:cw

0-Forward

1-Ch Admin Br, DPD-DD/P

25X1A

1-DPD-DD/P-- [redacted]

1-Registry, Admin Br, DPD-DD/P-- [redacted]

25X1A

2-SRS DPD-DD/P

— 1-Registry, Admin Br, DPD-DD/p-chrono

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